

**INSTITUTE OF HOTEL MANAGEMENT, CATERING
TECHNOLOGY & APPLIED NUTRITION**
P-16, TARATALA ROAD, KOLKATA 700 088

**TENDER NOTIFICATION REGARDING ANNUAL MAINTENANCE CONTRACT
FOR PEST CONTROL MEASURES AT IHM, KOLKATA:**

Tenders [manual / online] are invited from experienced, reputed, financially sound and licensed private Agencies pertaining to the above services in our Institute for the Session 2021- 2022.

For manual submission of tender

All related documents of the tender are available at Institute's website www.ihmkolkata.org which may be downloaded for manual submission, as per instructions given.

The schedule of the Tender is furnished hereunder:

Start of downloading of tender document from website www.ihmkolkata.org	12.04.2021 from 9.00 AM
Closure of downloading tender document	26.04.2021 at 5.00 PM
Last date of submission of Bids in the Institute [Technical and Financial]for manual tender submission] in two separate sealed envelopes along with DD for EMD, Transaction document for payment towards Tender Cost through online and other related Documents as prescribed under Technical Bid.	30.04.2021 at 5.00 PM
Tender Opening [Technical Bid]	To be notified in the Website
Tender Opening [Financial Bid]	To be notified in the Website
Tender Cost [to be paid to IHM, Kolkata	Rs.1,000/- to be paid through online in favor of "INS OF HOTEL MAN CAT TEC & APP NUT (CAL) S" at HDFC Bank, Branch – New Alipore, Account No. 50100189547716, IFSC Code – HDFC0000040, MICR Code – 700240008

The Management reserves the right to reject any or all applications without assigning any reasons thereof.

Principal/Secretary

For online submission of tender

Interested tenderers who wish to submit tender through online should visit website www.tenderwizard.com/CTANIHM which is the ONLY website for bidding their offer.

Further, the procedure is as follows:

1. Register your company in website www.tenderwizard.com/CTANIHM for obtaining a Login ID and Password.
2. Using the login ID, password and digital signature, enter the tender portal to download the tender document.
3. Attach supporting documents first in "Document Library". Then attach them by selecting in particular tender.
4. Submit the tender. You will receive a system generated "Acknowledgement Copy" of tender submission.
5. Tenderer can change quoted rates any time before of closing date & time.

Tenderer must submit the offer before the online closing date & time. The website will automatically stop accepting the offer after online closing date and time.

Schedule for online submission of Tender

Start of downloading of e-tender document	12.04.2021 from 9.00 AM
Closure of downloading of e-tender document	26.04.2021 at 5.00 PM
Last date of online submission of Technical Bid along with scanned copies of all specified documents and Financial Bid	30.04.2021 at 5.00 PM
Last date of submission of DD for EMD in the Cash Counter of Institute's Office	30.04.2021 at 5.00 PM
Tender Opening [Technical Bid]	To be notified in the Website
Tender Opening [Financial Bid]	To be notified in the Website
Tender Cost [Mandatory for both manual / online submission of Tender]	Rs.1,000/- to be paid through online in favor of "INS OF HOTEL MAN CAT TEC & APP NUT (CAL) S" at HDFC Bank, Branch – New Alipore, Account No. 50100189547716, IFSC Code – HDFC0000040, MICR Code – 700240008
E-tender Cost	

e-Tendering Helpline no: 9073677150/151/152 For Support: For e-tendering queries kindly contact, Mr. RISHI S C (helpline8tenderwizard@gmail.com) Mob-09674758726, Mr. Binod Shaw (helpline17tenderwizard@gmail.com) Mob-09674758506

The Management reserves the right to reject any or all applications without assigning any reasons thereof.

Principal/Secretary

ANNUAL MAINTENANCE CONTRACT FOR PEST CONTROL MEASURES AT IHM, KOLKATA:

1. The Tenderer can apply through e-tender or manual for submission of documents under Technical Bid but Financial Bid.
2. **Tender Fee: Rs. 1000/- (Rupees One Thousand)** Tender fee is mandatory to be paid online in favour of “INS OF HOTEL MAN CAT TEC & APP NUT (CAL) S” at HDFC Bank, Branch – New Alipore, Account No. 50100189547716, IFSC Cod – HDFC0000040, MICR Code – 700240008, for both manual and online submission of tender documents. The copy of successful transaction proof should be enclosed.
3. The Tender will be treated cancelled if tender fees of Rs.1,000/- is not paid or document of payment is not attached.
4. Exemption of Tender Cost will be considered for SSI/NSI/NGO, as per Rules.
5. Each and every page of the bid must be signed by the Tenderer himself, if the tenderer is a proprietorship firm and in case of a partnership firm, by a partner. However, in such case, there must be an authorization from all the partners to the effect that the person signing the bid as a partner has been authorized to sign the bid document on behalf of all partners.
6. If the tenderer is a Company, there must be a valid authorization from the competent authority/ Board resolution, authorizing the person to sign and file the bid on behalf of the Company.
7. Any bid not signed on each page and without authorization may be rejected.
8. Any overwriting or cutting in the bid document must be avoided. However, if any over writing or cutting is caused due to some unavoidable reason, the same must be duly attested by the person signing the bid document.
9. The tenderer is not allowed to make additions/alterations in the tender paper. Such additions and alterations shall be at the tenderers own risk and shall render the tender to be summarily rejected. Conditional tenders shall not be accepted.
10. The tenderer shall give his/her full permanent as well as temporary address in Annexure-I and shall also furnish/attach proof thereof.
11. For manual submission of tenders, the documents under Technical Bid and Financial Bid should be kept in two separate sealed envelopes marked on the top as “Technical Bid” and “Financial Bid” accordingly and both the envelopes should be kept in one sealed envelope where name of Tender Item, name of Company, Address, Mobile No. Email ID etc. shall be mentioned properly.
12. Prices of all items in Annexure-II must be quoted in Indian rupees and must be inclusive of GST.

13. For manual submission of tender, all documents under Technical Bid and Financial Bid should be submitted in two separate sealed envelopes written as Technical Bid and Financial Bid and both should be put in another sealed envelop written on the top the name of tenderer and mobile number, should be submitted to the Institute within the stipulated date and time.

For e-tender scanned copies of all documents under Technical Bid and Financial Bid should be submitted through online, only the DD for EMD should be submitted in the cash counter of the Institute.

Eligibility Criteria:

14. The tenderer must have proficiency and experience in this line of Pest Control.
15. The tenderer must have all the requisite statutory registrations, documents, Tax registration including GST/GSTN and PAN.
16. The tenderer must indemnify the Institute for any Employment or Labour related activities for the employees deployed by him, as well as the Employees State Insurance Act & Employees Provident Fund Act from the Kolkata offices of the concerned departments.

Earnest Money Deposit (EMD)

17. The Technical bid must be attached with an Earnest Money Deposit of **Rs. 10,000/- (Rupees Ten thousand only)** in the form of DD of any scheduled bank, in favour of the **“Institute of Hotel Management Kolkata”**, payable at Kolkata. Cheque will not be accepted under any circumstance. No interest payable on Earnest Money.
18. Exemption of Earnest Money will be considered for SSI/NSI/NGO, as per Rules. Tenderer withdrawing before the announcement of successful tenderer shall be liable to have his earnest money forfeited.
19. The successful tenderer must take return of the EMD after submission of the required Security Deposit amount to the Institute.
20. The unsuccessful tenderers must take back their Earnest Money within 30 days from the date of announcement of the successful tender. It is the responsibility of the unsuccessful tenderer to collect the Demand Draft from the Office within the stipulated time frame. The Institute shall not be responsible if the DD of Earnest Money is not taken back by the tenderers.
21. The earnest money of the successful tenderer will be liable to be forfeited as liquidated damages in the event of any evasion, refusal or delay on his part in signing the agreement. The earnest money of the tenderer who withdraws its tender in breach of conditions of contract and who evades or refuses to sign the contract bond after acceptance of its tender within the period of its validity, will also be liable to forfeiture.

Documents to be attached with the bid:

22. The tenderer must attach self-attested copies of the following documents along with the Technical bid. Any technical bid not accompanied with such documents would be liable for rejection:
- a. Income Tax Registration Certificate/PAN No.
 - b. Firm/Company Registration Certificate.
 - c. GST Registration Certificate/No.
 - d. Other Statutory Registrations/Licenses, if any.
 - e. Bank Solvency Certificate.
 - f. Details/particulars of the firm submitting the bid in Annexure-I.
 - g. Total number of outlets and details of outlets presently being run by the tenderer.
 - h. Experience Certificates
 - i. Audited balance sheet and profit and loss accounts along with gross turnover and profit for the last three financial years.
 - i. Authority/Resolution in favour of the person signing the bid on behalf of the firm submitting the tender.
 - j. DD of Rs.10,000 (Rupees Ten thousand) only towards EMD.
 - k. Copy of Transaction Proof of Tender Cost amount of Rs.1,000/- [for both manual and online submission]
 - l. Certificate regarding Mandatory Visit in the Institute prior to submission of Bids
 - m. Address proof.
 - n. Copy of Aadhar Card of individual applicant/person signing the bid.
 - o. All required documents as mentioned in the Tender
 - p. Other documents as may be deemed necessary and as is required under any other provision of the bid document and not mentioned herein above.

Submission of Bid:

17. The bid shall be submitted in two parts i.e Technical Bid and the Financial Bid in the following manner:
- a. **Technical Bid:** The Technical bid shall consist of entire Tender document as mentioned. For online [e-tender] and manual submission of tender, in both the cases, all documents under Technical Bid are required to be submitted to the Institute. For e-tender Financial Bid should be submitted through online.
 - b. **Financial Bid:** The Financial bid shall contain only the prices of items as per Annexure and nothing else. The price of each and every item must be quoted, failing which, the bid may be liable to rejection. The Financial bid should be submit online only for E-tender and along with Technical Bid for manual submission.

18. Any bid received after the aforesaid date and time shall be summarily rejected and will not be considered under any circumstances, whatsoever and no explanation to the effect that delay in submission has been caused due to postal lapse, shall be entertained.
19. The tender will remain valid for 30 days from the date of opening. After submission of the bid, it shall be deemed that the tenderer has undertaken to keep its tender open for acceptance for the entire period of 30 days and will have no right to withdraw the same before expiry of the said period. In case, intimation of its acceptance is issued to the contractor at a later date, the tenderer shall be competent to refuse.

Opening of Bids:

20. First of all, **the Technical bids will be opened as per notification to be published in the Institute's website www.ihmkolkata.org** in presence of the authorized representative(s), of bidding parties and the Members of Tender Committee of the Institute.
21. The Financial Bids of the tenderers who qualified in the Technical Bid will be opened as per date and time mentioned by the Authority.
22. The party, whose tender is accepted, will have to sign an agreement within 10 days of the award of contract, failing which the Earnest Money deposited by it will be forfeited and the acceptance of its tender may be annulled at the discretion of the Institute.

Evaluation Criteria for Bid Evaluation:

23. The contract will be awarded to the tenderer who will have lowest sum of weighted cost on the items.

Security Deposit:

24. The successful tenderer should submit the Security Deposit of Rs.1,00,000.00 (Rupees One Lakh) within 07 (seven) days after receiving the work order.

Acceptance/Non-acceptance of bids:

23. The tenders that do not fulfil any of the above conditions or are incomplete in any respect, are liable to be rejected.
24. The Institute reserves the right to accept or reject any or all tenders without assigning any reasons thereof and the tenderer shall have no right, whatsoever, to challenge the same.

Terms & Conditions

1. **Period of Contract:** For one year from date of officering the job and may be extended further as per decision of the Competent Authority subject to consideration of excellent performance of the company/firm.
2. **Security Deposit :** **The successful tenderer after receiving the offer letter** must submit Security Deposit of Rs.1,00,000.00 (Rupees One Lakh Only) within 07 (seven) days, failing which, a reminder will be given to the company and after expiry of more than one week, the offer will be treated as cancelled and in that case the Earnest Money Deposit will be forfeited.
3. The tenderer whose bid is accepted, shall submit an agreement at institute's office on non- judicial stamp paper of Rs.100/- at its own cost with all terms, conditions and clauses as mentioned herewith, for signature of both the parties.
4. **Scope of Work:**
 - a) The tenderer shall carry out the regular and periodical preventive services and all urgent calls as and when warranted under the service Contract, at the approved rates only. The tenderer shall also furnish the 24 HRS Helpline telephone numbers, besides Mobile numbers of staff to be deployed and e-mail address, on which they can be contracted if needed at odd hours for any jobs.
 - b) The Tenderer should quote rates for Disinfestations and Eradication of General Pests. Treatment for rodents, bed bugs, bat, fly, rat, Snakes, mongoose, cockroaches, lizards, beehive etc. including termites control,
 - c) The pest control should cover all the places like space under the tables, chairs, almirahs, on and around the pile of files, wooden furniture, false ceiling, all staircases, lift, lobby, stores and entire area of the campus including buildings, hidden space under the furniture etc. and should leave no space unattended.
 - d) Specification and make/quality of chemical/pesticides shall be clearly spelt in the offer/tender, and it should be certified by WHO Pesticide evaluation scheme (WHOPES) for public health utilization and approval with BIS or any other similar certification. No chemical/pesticides will be used after its expiry date and it will be subject to quality approvals at the time of use/spraying by the authorized person of the Institute.
5. a) If the area covered under this service contract is not provided pest control services for more than one week, the contract fee will be deducted for this period, the amount of penalty would be Rs. 500/- per day per complaint for the period of delay in excess of seven days, besides that any other administrative action will be imitated as deem fit.

- b) It will be imperative for the firm to do attend the urgent calls within 24 hours from the time of information received by the company by any means of communication including telephone.
6. The Institute reserves the right to change the specification of chemicals/pesticides as and when required for special services, without any additional cost.
 7. In case of unsatisfactory services, the IHM, Kolkata, reserves the right to debar the firm from awarding further tender for the next **five years in IHM, KOLKATA.**
 8. Rodent Control: Rodent controlling should be done as per orders and instruction on the subject.
 9. Tenderer must ensure that the pest control once done shall remain effective up to next pest control; failing which it shall have to be done again without any cost.
 10. The contractor shall deploy qualified and experienced staff to attend the work in times as per the requirement, they should carry Identification Card issued by the contact holder, and any change of the staff due to attrition in the company is to be informed to the Administrative Officer, IHM Kolkata.
 11. No additional payment shall be made if more staff needed at site for completing the urgent work under contract. The representative of the firm should bring their identity cards while attending to the pest control service in the campus.
 12. The contractor should provide special care of pest control services during the rainy/mosquito breeding season or any event of unexpected Emergency.
 13. All the termites job carried out by the tenderer shall have a guarantee of twelve months from the date completion.
 14. The tenderer shall quote lowest rate only, and in case they are charging still lower in other Govt. department / Hospital, this organization shall have the right to award contract at the similar lower rates only. The tenderer shall quote a certificate to the effect on all their bills.
 15. **Safety precautions:**
 - a. It is the responsibility of the CONTRACT HOLDER that the services of pest control is user friendly i.e. there should not be any dander poisoning/terrible smell/infection which may cause any disease/untoward to any one present in the campus.

- b. IHM, Kolkata will not be under any liability to pay any compensation to the persons deployed by the contractor if they sustain any injury etc., while discharging the duties in the premises. The contractor shall get those insured against any liability under the Employee Compensation Act or any accident at its own cost and should be responsible for the safety of shall be made good by the tenderer. The contractor shall be responsible, for any poisoning or untoward reaction due to poor quality/incorrect/outdated pesticides/chemicals used by your firm during spraying, as per the law of state for the same.
- c. Smoking, chewing pan, consumption of Gutkha, tobacco, alcohol, any other drugs banned by Government of India are prohibited in the premises of IHM, Kolkata.
- d. No unauthorized person should be allowed in the premises.

16. Conditions:

- i. The Tenderer shall have at least three years of similar job experience for the similar type of work and should enclosed documentary evidence to this effect from any recognized Department/Government/Semi-Govt. Organizations.
- ii. The firm should be maintaining Pest Control Services in any Central/State Govt. Dept., PSU's, Autonomous Bodies, Large Industrial/ Educational Campus/corporate etc.
- iii. The Tenderer must have adequate experience of execution of similar work in Central/State Govt. Dept., PSU's, Autonomous Bodies, Large Industrial/Educational Campus/corporate. Necessary supporting documents like work orders, work completion certificate, payment certificate etc. for last two years to this effect must be submitted along with the offer.
 - iv. The Tenderer shall produce all statutory tax registration certificate & PAN.
 - v. All taxes are applicable as per law.
- vi. The Contractor shall furnish the names, permanent & local addresses and Police Verification of the Workers deployed at IHM, Kolkata premises under their agency along with their Company Identity Cards.
- vii. The Institute shall be indemnified for any statutory obligation towards the workers deployed by the company in the premises. Successful company/agency shall submit Indemnity on Stamp Paper of Rs.10/- in the Institute after getting the contract. IHM, Kolkata shall have no connection in relation to such matter.

17. Intending tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders to the nature of the site. The nature of the site, the means of access to the site, they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstance which may influence or effect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of tender by a tenderer implies that he has read this notice and all other contract documents has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plants etc., will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
18. **Authority of person signing document:** - A person signing the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty, that he has authority to bind such other and if, on enquiry, it appears that the person so, signing had no authority to do so, the IHM, Kolkata may without prejudice to other Civil and criminal remedies cancel contract and held the signatory liable for all cost and damages.
19. The security deposit can be forfeited by order of this Institute in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or non-observance of any condition of the contract.
25. **Force Majeure:** Neither IHM, Kolkata nor the agency shall be considered in breach of this Contract to the extent that the performance of their respective obligations is prevented by an ACT / EVENT of Force Majeure (Natural calamities, Earth quake, Act of God etc) that arises after the effective date.
26. This contract may be terminated by IHM, Kolkata by giving thirty (30) calendar days (one month) written notice of such termination to the agency.
27. Any dispute between both the parties will be dealt within the jurisdiction of Honourable High Court, Kolkata.
28. **Applicable Law:** The contract shall be governed by laws and procedures established by Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/ processing.
29. **Payment Terms:**
 - a. Payment to the successful tenderer shall be released on monthly basis on submission of Log Book authenticated by the competent authority of IHM, Kolkata for the services rendered in the particular quarter.

- b. The firm should provide challan along with the names of the branded chemicals being used in the premises. The chemicals supplied to the Institute should be certified by the Statutory Authority that these are not hazardous to human. IHM, Kolkata reserves right to send the sample/chemical which is being used by the firm, for testing in the approved Laboratories.

30. **Breach of Terms and Conditions:** In Case of breach of any terms and conditions as mentioned above, the Competent Authority, will have the right to reject the bid at any stage without assigning any reason thereof and nothing will be payable by IHM, Kolkata in that event the EMD shall also stands forfeited.
31. The Income-tax as applicable shall be deducted from the bill unless exempted by the Income-tax Department.
32. Tenderer shall submit a copy of the tender document and addendum/corrigendum thereto, if any, with each page of this document should be signed and stamped to confirm the acceptance of the entire terms & conditions as mentioned in the tender enquiry document.
33. Conditional bid will be treated as unresponsive and will be rejected.

ANNEXURE – I

Technical Bid

(In Separate sealed cover-I super scribed “Technical Bid”)

1	Name of Firm/Contractor/Supplier	
2	Name of the Owner(s)/Partners (attach detail of all Partners)	
3	Complete Address	
4	Telephone No.	
	Residence	
	Office	
	Mobile	
	E-mail ID	
5	Details of EMD No. Date, Amount and Bank Name	
6	Details of Tender Fee No., Date, Amount and Bank Name	
7	Whether the Firm/Agency is registered, attach copy of the certificate of registration	
8	Income Tax Registration No. (Enclose Document)	
9	PAN No. (Enclose Document)	
10	GST No. (enclose the attested copy of GST Certificate)	
11	Address Proof Document (Enclose document)	
12	Other Statutory Registrations / Licenses if any	
13	Bank Solvency Certificates (Enclose Document)	
14	Audited Balance Sheet for last three years along with Profit & Loss Accounts	
15	ANNEXURE II, III, IV & V	

- a) In case of sole proprietary concern, the name of the proprietor, father's/husband's name, age, residential address and office & residence phone numbers are to be indicated.
- b) In case of Partnership Concern, the Attested Photostat copy of the Registered Partnership Deed is to be enclosed. The Partnership Deed should state specifically that a particular partner or partners are authorized to deal with any matter of Firm/Company. Certified Photocopy of the Income Tax assessment of the Partnership Firm as well as Individual Partners (for last 3 years) is to be enclosed.
- c) In the case of HUF Business, an Income Tax Registration Certificate is to be enclosed in addition to the above as per (b).
- d) In all cases, Income Tax Clearance Certificate of the applicant / tenderer (valid as on date of submission of tender) should be enclosed.

ANNEXURE II

Financial Bid

(In Separate sealed cover-2 super scribed "Financial Bid")

SI	Particulars	Rate Inclusive of GST
1	Pest Control in whole campus. General pest and Rodent - bed bugs, bat, fly, rat, snakes, mongoose, cockroaches, lizards, beehive etc. including termites control - Disinfection shall be done using reputed brand marked ISI spraying the entire premises of IHM, Kolkata and surrounding with special reference to kitchen, pantries, toilets, drainage, sewer, furniture & fixture by utilizing appropriate quality and quantity of chemical/pesticides which should cover complete extradition of all kind of flying and crawling insects, beetles-pests such as mosquitoes, carpets moths, silver fish, cockroaches, lizards, bugs and removal of honey bee hives etc. Rodent treatment against rat and mice is to be carried out through trapping & baiting methods by using tracking power as per latest ISI specifications. The chemical should be branded ISI marked products of a company.	
2	Fumigation for Mosquito Control once in every week. Fumigation / Fogging by machine for mosquito/ fly control in the whole campus.	
3	Termites control in the campus. Anti-Termite (White Ants treatment) with guarantee Anti Treatment shall be done by using reputed brands as per latest ISI specifications. Application by spraying digging plinth/floor, injection holes and cavities in the wall and furniture`s along with fixture after keen observation of spots of termite attack & closing of holes cavities may be ensured in all the furniture in the premises of this premises.	
4	Termites control in the campus. Anti-Termite (White Ants treatment) with guarantee Anti Treatment shall be done by using reputed brands as per latest ISI specifications. Application by spraying digging plinth/floor, injection holes and cavities in the wall and furniture`s along with fixture after keen observation of spots of termite attack & closing of holes cavities may be ensured in all the furniture in the premises of this premises.	
5	Snakes Repellent Repellents should be used to keep the snakes away from complex at least four times in a year or as & when required, as per the instructions of the authority.	

Note:-

1. Contract shall include complete Termites & pest control service including Rodent and Mongoose control etc. with appropriate BSI Mark/ recommended chemicals treatment once in a week. Catching & Disposing of Rats and Mongoose will be the sole responsibility of the tenderer. They shall also specify clearly the name/ details of disinfectants/ material to be used by them.
2. Service should be provided every week in each area besides attending to specific complaints as and when warranted. The pest control & termites control should be done in afternoon or as the requirement of the department. Pest control service/Gel Treatment to be done on weekly basis.
3. The firm should depute sufficient personnel/ workers during the services.
4. Rate shall be quoted against each item on this form or on the letterhead of the firm by typing only and submitted; no overwriting and correction fluid will be allowed.

On the letter head of the tenderer

Certified that I/We Shrion
behalf of M/s.has
visited the Institute of Hotel Management, at P-16, Taratala Road, Kolkata – 700088,
on datedto understand the modus operandi of Pest Control
Measures in the entire campus of the Institute.

I/We fully understand the responsibility of the same and do not have any doubt.

Signature & Seal of the Contractor

Signature of the Institute's authority with seal.

ANNEXURE IV

DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER

(To be executed & attested by Public Notary / Executive Magistrate on Rs10/- non judicial Stamp paper by the Tenderer)

I/We _____
(Tenderer) hereby declare that the Tenderer namely
M/s. _____ has not
been blacklisted or debarred in the past by Union / State Government or any
Organization from taking part in Government tenders in India and has no litigation in
any of the Labour Court(s).

(Or)

I / We _____
(Tenderer) hereby declare that the Tenderer namely
M/s. _____
was blacklisted or debarred by Union / State Government or any Organization from
taking part in Government tenders for a period of _____ years
w.e.f. _____ to _____. The period is over on _____
and now the firm / company is entitled to take part in Government tenders.

In case the above information found false, I / we are fully aware that the tender /
contract will be rejected/cancelled by Principal, IHM, Kolkata and EMD / Security
Deposit shall be forfeited.

In addition to the above, Principal, IHM, Kolkata will not be responsible to pay the bills
for any completed / partially completed work.

DEPONENT

Attested:

(Public Notary / Executive Magistrate)

Name _____

Address _____

ANNEXURE V

List of Major Clients, including Govt. Organizations / Academic Institutions.

Sl	Name of Client with contact details	Category / Nature of Manpower supplied	Duration for which Manpower Supplied [Year]	Number of Manpower supplied
1.				
2.				
3.				
4.				
5.				

Note:- Please furnish at least two references of senior executives as under:-

Sl	Name & Designation	Name of Company/ Firm	Address	Landline No.	Mobile No.	E-mail ID
1.						
2.						

Copies of relevant documents are to be enclosed in support of above information.

Also provide list of ongoing projects along with copies of work orders /completion certificates.

Turnover during the last three years

Sl	Years	Turnover in Rupees (in figure and words)	Copy Enclosed/Not Enclosed
1	2018-2019		
2	2017-2018		
3	2016-2017		

Please enclose documentary evidence for above facts, dully verified by the Chartered Accountant (CA).

Copies of relevant documents are to be enclosed in support of above information.

Undertaking

(a) I hereby certify that all the information furnished above are true to the best of my knowledge. I have no objection to Institute verifying any or all the information furnished in this document with the concerned authorities, if necessary.

(b) I also certify that, I have understood the complete scope of work; all terms and conditions indicated in the tender document and completely accept all of them.

(c) I also certify that, all employees enrolled are police verified.

Seal & Signature of the authorized signatory of the agency

